



Idaho Emergency Operations Plan

Revised February 2003

Produced by:
Idaho Bureau of Disaster Services
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The Basic Plan and subsequent updates are available for viewing/downloading at
<http://www2.state.id.us/bds/>



DAHO EMERGENCY OPERATIONS PLAN

Idaho Bureau of Disaster Services

4040 Guard Street, Bldg.#600

Boise, ID 83705

(208) 334-3460

(208) 334-2322 Fax

IDEOP REGISTRATION FORM

The Idaho Emergency Operations Plan (IDEOP) is available to you from a number of sources including the BDS web page, CDs, and printed documents. The Idaho Bureau of Disaster Services (BDS) most likely does not know that you have a copy of the IDEOP.

In order to maintain a complete and current copy of the IDEOP, please register your copy of the IDEOP with BDS. By registering your plan, BDS can make a commitment to keep your plan updated with the latest revisions.

Please complete the online registration form using the following link:

<http://www2.state.id.us/bds/Preparedness/Preparedness.htm>

Preferred
Method

If you cannot register over the Internet, please complete the registration form below and fax it to BDS: Registration by fax: (208) 334-2322

Last Name	
First Name	
Title or Position	
Organization	
Address	
City	
State	
Zip	
Work Phone	
Work Fax	
Email	
IDEOP revisions will be provided to you by email or compact disk, depending on the size of the revisions.	



IDAHO EMERGENCY OPERATIONS PLAN

EMERGENCY CONTACT NUMBERS

If immediate state emergency or disaster assistance is required, contact the Idaho Bureau of Disaster Services Duty Officer.

24-Hour Emergency Telephone for BDS Duty Officer:	1-800-632-8000 or (208) 846-7610
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Non-Emergency Normal Working Hours Contact	(208) 334-3460 Voice (208) 334-2322 Fax
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IDAHO EMERGENCY OPERATIONS PLAN

FORWARD

The Idaho Bureau of Disaster Services sincerely appreciates the cooperation and support received from all of the state agencies and departments that participated in the development of the revised Idaho Emergency Operations Plan (IDEOP).

Following the terrorist attacks on the World Trade Center and the Pentagon, the need to change the Idaho Emergency Operations Plan to a format that more closely resembles the Federal Response Plan became readily apparent. Nationally, there is a great need for emergency response and recovery plans at the local, tribal, state, and federal levels to be compatible. The current revision of the Idaho Emergency Operations Plan helps to achieve that objective.

People who are accustomed to the previous Idaho Emergency Operations Plan will immediately notice that the revised plan is considerably shorter than its predecessor. Also, the format has changed. The basic plan outlines the policies and concepts that guide state agencies in support of local response to, and recovery from natural and man-caused disasters. Only the "Basic Plan" is available to the general public. Functional annexes outline specific emergency response operational plans and are exempt from public disclosure in accordance with Section 9-340B, Idaho Code.

Homeland Security issues are severely impacting emergency preparedness, response, and recovery. Although the term "first responder" generally refers to law enforcement, fire, and emergency medical services personnel, we find that other agencies and organizations must now be regarded as "emergency responders" as we prepare to respond and recover from the consequences of terrorism. Even if a terrorist act never occurs in Idaho, it is safe to assume that our emergency responders, including veterinarians, epidemiologists, civil engineers, emergency managers, drinking waters specialists, and other disciplines would be needed to help communities of neighboring states, should they be targeted by terrorism.

The formation of the Department of Homeland Security will cause us to reflect on how we can better respond to more diverse hazards. We will be required to train professional responders and private citizens more effectively. We will have to conduct thought-provoking exercises that allow us to become increasingly more proactive in our ability to protect our citizens and our communities from all hazards when disasters do occur.

John J. Cline, CEM
State Director
Idaho Bureau of Disaster Services



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IDEOP SUGGESTIONS FORM

Dear IDEOP Reader:

The Idaho Emergency Operations Plan (IDEOP) is the combined effort of many state agencies and the Idaho Bureau of Disaster Services (BDS) personnel. While every effort has been made to develop a plan that is concise, useable, and compatible with the Federal Response Plan, the Preparedness Section is interested in your suggestions or comments. Please complete the suggestion form below, and forward it to BDS, with marked up pages of the existing plan, or any other appropriate documentation.

Please mail to:

Preparedness Section
Idaho Bureau of Disaster Services
4040 Guard Street, Bldg. #600
Boise, ID 83705

Name	Title	
Organization		
Address		
City	State	Zip
Phone	Fax	

Suggestions or Comments

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BASIC PLAN

INTRODUCTION

The State of Idaho, in accordance with Title 46, Chapter 10, "State Disaster Preparedness Act of 1975, as amended," is required to plan and prepare for disasters and emergencies that are natural or man-caused to include enemy attack, sabotage, or other hostile actions including terrorism and the use of weapons of mass destruction.

The Idaho Emergency Operations Plan (IDEOP) provides the framework of responsibilities for response and recovery operations from emerging or potential threats (emergencies) and disasters. This plan describes the methods the state will utilize to receive and issue notifications, coordinate resources, handle requests for, and provide assistance to political subdivisions. The IDEOP recognizes that requests for state assistance have traditionally come from state and local governmental entities within the state. This plan also acknowledges the expansion of mutual aid compacts and other types of agreements where requests for state assistance may originate from special districts or an Indian tribe within the State of Idaho, another state, the federal government, or another country.

The Idaho Emergency Operations Center (IDEOC) is located in the basement of the National Guard Headquarters building at Gowen Field. The Idaho Bureau of Disaster Services maintains daily non-emergency operations from the same facility. Daily situations are monitored from the Idaho Emergency Coordination Center (IDECC) located within the Operations Section.

The IDEOC can support 24-hour, 7 days-a-week operations without commercial power. Support services to maintain the IDEOC are provided by the Idaho National Guard. Meals and quarters, if required, are available on base.

PURPOSE

The purpose of the IDEOP is to:

- A. Describe the array of state response, recovery, and mitigation resources available to augment state and local agency efforts to save lives, limit human suffering, and protect public health, safety, and property, including wildlife, natural resources, the environment, and local economy from the damaging effects of natural and man-caused disaster emergencies.
- B. Organize the state response assistance options that a local jurisdiction is most likely to need under Emergency Support Functions (ESFs).
- C. Describe the process and methodology for implementing and managing state response, recovery and mitigation programs, and other support through technical services.
- D. Establish linkages to other state and federal emergency operations plans developed for specific hazards or incidents.
- E. Establish the state disaster emergency response and recovery organization for natural and man-caused disaster emergencies, including terrorism involving the use of weapons of mass destruction.
- F. Define the organization and assign responsibilities to state agencies for disaster emergency response/recovery activities.
- G. Implement the Mission Assignment Process (MAP) to manage and account for assistance requests, assignments to public and private agencies, and establish projected estimated costs for each assigned mission.

SCOPE

- A. The IDEOP applies to all state agencies.
- B. The IDEOP is founded on the principle of *self-help* at each level of government. Jurisdictions (special districts, cities, counties, or tribes) must commit their available resources to respond and recover from a disaster emergency. They may request assistance from each successive level of government. Counties and tribes requests for state assistance must be submitted to the Idaho Bureau of Disaster Services (BDS).
- C. Emergency response assistance includes those actions and activities that save lives; protect public health and safety; and protect property, including wildlife, natural resources, and the economy from disaster emergencies. The identified actions and activities in this plan are based on existing state and federal statutory authorities, or on specific functional mission assignments made under Governor's Executive Order, the provisions of Title 46 Chapter 10, Idaho Code, PL 93-288, as amended, and the IDEOP annexes of this plan.
- D. A disaster emergency may result in a situation that affects the national security of the United States. For those instances, separate security authorities and procedures address national security requirements.

RESPONSE FRAMEWORK

- A. The combined emergency management authorities, policies, procedures, and resources of local and state governments, as well as voluntary disaster relief organizations and the private sector, constitute the state's disaster response and recovery framework for providing assistance as a result of a disaster emergency.
- B. Within this framework, state government can provide the following through the Idaho Bureau of Disaster Services: coordination services, personnel, equipment, supplies, facilities, and managerial, technical, and advisory services in support of local disaster emergency response and recovery efforts.
- C. The Governor may request federal assistance under the national disaster emergency framework (Federal Response Plan) when the disaster emergency is beyond local and state government's capability to respond.
- D. Requests for state disaster emergency assistance by local governments must be directed to the Idaho Bureau of Disaster Services.

PLAN ORGANIZATION

This plan consists of the Basic Plan, Functional Annexes, and Support Annexes.

Basic Plan

The basic plan provides an overview of the policies and a concept of operations that guides the state government's response to disaster emergencies. It identifies the responsibilities of all state agencies, and the resources that will be mobilized to assist local governments responding to and recovering from a disaster emergency.

Functional Annexes

The functional annexes to the Basic Plan are identified as Idaho Emergency Support Function (ID-ESF) Annexes and the Idaho Recovery Annex (ID-RA).

Idaho Emergency Support Functions (ID-ESF)

1. There are currently fifteen Idaho Emergency Support Function Annexes in this plan. The term, "Idaho Emergency Support Function (ID-ESF)" represents Idaho's Emergency Support Functions, and is used to delineate between the Federal Response Plan's use of the term "Emergency Support Function (ESF)."
2. Each ID-ESF annex has at least one department or agency assigned as the primary agency. In addition to the primary agencies, several departments, agencies, volunteer organizations, or private enterprises are designated as support agencies. The primary agencies have the ultimate responsibility for accomplishing the tasks specified in the ID-ESF, and may call upon any or all of the assigned support agencies for assistance. Activation of any or all of the ID-ESFs will be at the direction of the Adjutant General, who is the

Governor's authorized representative, or the Director of the Idaho Bureau of Disaster Services, as the State's Coordinating Officer.

3. Both primary and support agencies of each ID-ESF, will prepare Internal Operating Procedures designed to accomplish the task designated by the ID-ESF. Each organization will be prepared to provide qualified representation in the Idaho Emergency Operations Center on an as-needed basis. A table of primary and support agency assignments is provided in Table 1.

Recovery Annexes

Recovery annexes provide the state's concept of operations for recovery activities, assign agency roles and responsibilities, and identify how the state will help disaster emergency victims and affected communities return to pre-disaster condition and minimize the risk of future damage. Assistance is categorized by the following programs.

1. Hazard Mitigation Assistance helps affected jurisdictions reduce the risk of future disaster emergencies.
2. Public Assistance helps affected political subdivisions of the state and some private, nonprofit organizations recover to a pre-disaster emergency condition.
3. Individual Assistance helps individuals, households, and businesses recover from the affects of a disaster emergency. (Note: The roles and responsibilities of volunteer and private organizations are described within the Individual Assistance Program.)
4. Agricultural services and assistance are supported through the U.S. Department of Agriculture regular and emergency programs.

Functional Annex Appendices

Appendices to the functional annexes/ESFs describe response activities and procedures for specific support.

Support Annexes

Support annexes provide local officials with on-site assistance to manage the extraordinary information, coordination, and accounting issues created by a disaster emergency. They also supply supplemental damage information and disaster emergency impact intelligence back to the Idaho Emergency Operations Center (IDEOC) when the IDEOP has been activated.

Incident Annexes

Incident annexes describe state response capabilities for on-scene operations and assistance. Assistance can be provided to a local jurisdiction without a state declaration of disaster emergency. Incident annexes also address state responsibilities for response to hazards, and provide for the integration of federal assistance to augment the state response activity.

Support Annex Appendices

Appendices cover other relevant information, including terms and definitions, acronyms, abbreviations, and guidelines for IDEOP changes and revisions.

Table 1. State of Idaho All-Hazards Emergency Plan
Primary and Support Agency Responsibilities

		<div> C Coordination P Primary Agency S Support Agency UD=Annex Under Development </div>	
1/28/2003			
THE BASIC PLAN			
Emergency Support Function			
1 Transportation	S		Administration
2 Communications	S		Agriculture
3 Public Works & Engineering	S		American Red Cross
4 Freightlifting	S		Attorney General
5 Information & Planning	S		Bureau of Hazardous Materials
6 Mass Care	S		Civil Air Patrol
7 Resource Support	S		Commerce
8 Health and Medical Services	S		Commission for the Blind
9 Urban Search & Rescue	S		Commissioners Office
10 Hazardous Materials	S		Corrections
11 Food	S		Dept. of Veterans Affairs (Federal)
12 Energy	S		Disaster Services
13 Law Enforcement	S		District Health Departments
14 Military Support	S		Division of Building Safety
15 Agriculture	S		Division of Financial Management
Recovery Annex			
Hazard Mitigation	S		Division of Human Resources
UD Public Assistance	S		Division of Veteran Services
UD Industrial & Household Assistance (Other Needs)	S		Education, Board of
UD Agricultural Services	P		Education, Department of
Support Annex			
Community Relations			Environmental Quality
UD Congressional & Legislative Relations			Finance
UD Donation Management	S		Fish & Game
UD Financial Management			Health & Welfare
UD Logistics Management			Idaho Geological Survey
UD Occupational Safety & Health	S		Idaho State Police
UD Public Information			IDVOAD
UD Legal (Consumer Protection)	P		INEEL CP (DEC)
UD Federal Agency Liaison			Insurance
UD Adjunct Emergency Communications			Juvenile Corrections
Terrorism			Laber
Incident Annexes			
INEEL Field Nuclear Facility Emergency Plan	S		Lands
Hazardous materials/leakages or spills	S		Legislative Services
Disruption Incident Command and Response Support Plan	S		Military Division
Transportation Incident Management Plan	S		National Guard (Air & Army)
Information Clearinghouse for Scientists and Researchers	S		Office of the Governor
Idaho Animal Health Emergency Management Plan	S		Office on Aging
UD National Pharmaceutical Stockpile	S		Parks & Recreation
UD Damage Assessment	S		Public Utilities Commission
			Secretary of State
			State Historic Preservation Officer
			Tax Commission
			Transportation
			Water Resources
		<div> 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 </div>	

POLICIES

AUTHORITIES

A. Under the authority of the State Disaster Preparedness Act, Chapter 10, Title 46, Idaho Code, it is the policy of this state to:

- Authorize the state and political subdivisions to execute agreements, and for the state to cooperate with the federal government and the governments of other states;
- Provide a disaster management system embodying all aspects of pre-disaster mitigation preparedness and post-disaster response and recovery;
- Prevent and reduce damage, injury, and loss of life and property resulting from natural or man-caused catastrophes, riots, or hostile military or paramilitary action;
- Plan and prepare for disasters and emergencies resulting from natural or man-caused incidents;
- Prescribe the roles of state agencies and local governments in prevention of, preparation for, response to, and recovery from disasters;
- Provide for rapid and orderly restoration and rehabilitation of persons and property affected by disasters;
- Provide for coordination of activities related to disaster prevention, preparedness, response, and recovery by all agencies, political subdivisions, including special districts, Indian tribes, state-to-state, federal-state, and Canadian activities in which the state and its political subdivisions may participate;
- Provide for the payment of obligations and expenses incurred by the State of Idaho through the Idaho Bureau of Disaster Services during a declared state of disaster emergency.

B. The Idaho Bureau of Disaster Services shall prepare, maintain, and update a state disaster plan (this plan) based on the principle of self-help at each level of government. The plan may provide for:

- Prevention and minimization of injury and damage caused by disaster;
- Prompt and effective response to disaster;
- Emergency relief;
- Identification of areas particularly vulnerable to disasters;
- Assistance to local jurisdictions and Indian tribes in designing emergency action plans;
- Authorization and procedures for the erection or other construction of temporary works designed to protect against or mitigate danger, damage, or loss from disaster;

- Preparation and distribution to the appropriate state and local officials of catalogs of federal, state, and private assistance programs;
- Assistance to local officials in designing plans for search, rescue, and recovery of persons lost, entrapped, victimized, or threatened by disaster;
- Organization of manpower and chains of command;
- Coordination of federal, state, and local disaster activities;
- Coordination of the IDEOP with the disaster plans of Indian tribes and the federal government.

Effective state mitigation, preparedness, response, and recovery plans require the identification and assignment of functions that would be performed during disaster emergencies. Agency responsibilities are assigned in the Governor's Executive Order "Assignments of All-Hazard Mitigation, Preparedness, Response and Recovery Functions to State Agencies in Support of Local and State Government Prior to and During Emergencies and Disasters."

ASSIGNMENTS

- A. The Idaho Bureau of Disaster Services facilitates state agency assignments of responsibilities through periodic updates to the Governor's Executive Orders to ensure the integrity of the state's response and recovery capability.
- B. The IDEOP is the foundation document for the implementation and coordination of disaster emergency response and recovery operations in the state. Standing assignments as Primary and Support agencies to the 15 Idaho Emergency Support Function (ID-ESF) Annexes is based on an agency's authorities and capabilities to lead and/or assist with some aspect of response or recovery operation. This plan provides assistance to local jurisdictions, using a "Mission Assignment Process (MAP)" (refer to the Resource Coordination Section below), to initiate agency actions to provide assistance to another state or local jurisdiction where a disaster emergency exists.

STATE AGENCY RESPONSE REQUIREMENTS

- A. Each state agency shall appoint at least one agency emergency coordinator to facilitate disaster emergency support and logistics in response to disaster emergencies.
- B. Agencies will develop and maintain disaster emergency operations plans and procedures to carry out their agency's response and recovery support responsibilities. Larger agencies may require more than one emergency coordinator.
- C. Agency disaster emergency plans assign emergency management duties to all subdivisions and personnel. Procedures are detailed instructions explaining how plans will be carried out. (Checklists are encouraged.)
- D. Agencies will assign appropriate personnel to the Idaho Emergency Operations Center (IDEOC) when requested by the BDS.

- E. ID-ESF primary agencies and any other agency involved in response or recovery activities will provide daily incident reports and cost summaries of their activities to the IDEOC.
- F. During “normal” daily operations, agencies are required to notify the BDS of any significant event, incident, emergency, or disaster impacting the ability of local or state government to provide public services.
- G. Activation of the IDECC or IDEOC will be at the direction of the Adjutant General, the BDS Director, the Deputy Director, or their designee.
- H. Activation of the Idaho Emergency Coordination Center (IDECC) or the Idaho Emergency Operations Center (IDEOC) may be required to monitor or provide assistance as a result of a disaster emergency condition inside or outside the state.
- I. The IDECC or IDEOC will provide coordination assistance and support during disaster emergency operations as required by the IDEOP and the Federal Response Plan.
- J. State agencies implementing a Mission Assignment to support another jurisdiction will, upon arrival to the incident scene, report to the Incident Commander for assignment to the appropriate section within the incident command structure.
- K. Any response or recovery operation within the State of Idaho may require coordination and operations with specialized teams from other levels of government, other states, and contractors.

RESOURCE COORDINATION

- A. Mission Assignment Process (MAP)
 - 1. The Operations Section of the Idaho Bureau of Disaster Services implements MAP to manage requests for state assistance in support of all levels of government, including tribal governments, during disaster emergencies.
 - 2. The Operations Section functions within the Idaho Emergency Coordination Center (IDECC) or Idaho Emergency Operations Center (IDEOC), depending on the level of activation.
 - 3. The Mission Assignment Process:
 - The Operations Section is responsible for coordinating requests for resource support from all levels of government.
 - As requests for resources or assistance (Request for Assistance) are received from a requesting jurisdiction, the Operations Section will document and evaluate the request to determine the appropriate Idaho Emergency Support Function (ID-ESF) that is best suited to support the request. A Mission Request is issued to the respective ID-ESF primary agency.

- The ID-ESF agency receiving the Mission Request will evaluate their agency's ability to provide the requested resources and respond back to the IDECC or IDEOC with their determination.
- Based on information provided by state agencies and contractors, BDS will issue a Mission Assignment Number unique to the incident or disaster emergency.
- A Mission Assignment will list a detailed scope of work to be implemented.
- The Operations Section notifies the jurisdiction that their Request for Assistance is being filled and provides the estimated time of delivery with an agency point of contact.
- Any part of a mission request that is not filled by the assigned ID-ESF agency may be redirected, in coordination with the IDEOC Operations Section, to another ID-ESF support agency for evaluation and assignment.
- Mission Requests that cannot be filled by a state agency are redirected, by the Operations Section, to the Military Division's Purchasing Office for procurement from private vendors or contractors.
- Mission assignments are uniquely identified and tracked. They allow reimbursement for extraordinary costs incurred by the supporting agency(s) or payment to vendors that contract with the state to provide materials or services.

B. Idaho Emergency Coordination Center (IDECC) and Idaho Emergency Operations Center (IDEOC)

1. The Operations Section is responsible for managing both the IDECC and IDEOC operations. Activation of the IDECC or the IDEOC is determined by the complexity of the incident and the requested state assistance.
2. The IDECC maintains daily operational functions and manages small incidents that do not warrant activation of IDEOC and state agency emergency coordinators.
3. The IDEOC is activated for large complex incidents that require multi-agency responses to support one or more local or state jurisdictions.
4. The IDECC and IDEOC perform the following functions:
 - a. Coordinate state and federal response activities.
 - b. Coordinate requests for resource support from any level of government.
 - c. Manage requests for assistance and resources through a Mission Assignment Process (MAP).
 - d. Prioritize and allocate scarce resources between competing jurisdictions.

RECOVERY OPERATIONS

The State Coordinating Officer (SCO) is responsible for coordinating recovery activities. Recovery operations will be initiated based on the availability of resources that do not detract from response operations.

MULTI-COUNTY RESPONSE

One or more disaster emergencies may affect a number of counties and communities concurrently. In those instances, state government will conduct multi-county response operations for each declared county. A liaison will be appointed to coordinate the specific requirements for response and recovery within that county. Under multiple county declarations, ID-ESF agencies will be required to coordinate the allocation of resources to support the operations of all of the counties with disaster declarations.

TRIBAL RESPONSE

The state's integrated response in support of tribal requests for state assistance on reservations and other Indian Country will be coordinated through the Idaho Bureau of Disaster Services. Tribal requests generally follow the same rules as local requests for state assistance. The Tribal Chairman routes requests for state assistance to the BDS along with a tribal declaration of disaster emergency.

In the event that a federal declaration is declared for Indian Country, BDS will offer the tribes the opportunity to accept Individual Assistance as citizens of the State of Idaho (in which the state pays the non-federal match) or work with FEMA as a sovereign nation, requiring the tribe to pay the non-federal match. In the past, Idaho tribes have usually applied for Individual Assistance as citizens of the State of Idaho. BDS will offer the tribes the opportunity to apply for Public Assistance as a sovereign nation or apply as a community of the State of Idaho. In the past, some Idaho tribes have accepted Public Assistance as sovereign nations, while others have accepted Public Assistance as communities of the State of Idaho.

In all cases involving tribal requests for assistance, BDS will maintain communications with the Governor's Deputy Chief of Staff for Indian Affairs.

DONATIONS

- A. State government encourages financial contributions to private nonprofit voluntary organizations involved in disaster relief, rather than the specific donation of clothing, food, and other goods. Should goods or services be offered, the State of Idaho has an agreement with the Idaho Volunteers Active in Disasters (IDAVOAD), who will coordinate the transportation and distribution of only those donations accepted for use. To facilitate this policy, the state will issue appropriate press releases in conjunction with the IDAVOAD, establish a toll free phone number for handling donations and inquiries, and set up a database for recording offers of goods and volunteers, as well as cash donations.

- B. The Adventist Community Services has been contracted to provide management of any warehousing facilities used as resource staging areas. The state is responsible for providing these facilities and may do so through the State Department of Administration, Division of Public Works.

LIMITATIONS ON LIABILITY

- A. Section 46-1016, Idaho Code, provides exclusion of liability coverage for buildings or premise owners that have been designated a shelter from destructive operations or attacks by enemies of the United States.
- B. Section 46-1017, Idaho Code, provides limited immunity to the state, any of its political subdivisions, other agencies, including agents, employees, or representatives engaged in any civil defense or disaster relief activities, acting under declaration by proper authority.

MUTUAL AID

Section 46-1018, Idaho Code, provides the state the ability to enter into Interstate Mutual Aid Compacts with other states, and to enact the interstate mutual aid compact in accordance with the terms of the compact defined in Section 46-1018.

Emergency Management Assistance Compact (EMAC)

Idaho is a member state of the Emergency Management Assistance Compact (EMAC). EMAC provides form and structure to interstate mutual aid. It establishes procedures whereby a disaster emergency-impacted state can request and receive assistance from other member states quickly and efficiently. Member states that request assistance through the EMAC agree to assume liability for out-of-state workers deployed under EMAC and agree to reimburse assisting states for all deployment-related costs.

BDS Director or the authorized representative is empowered to request deployment of an EMAC advance team to prepare for the implementation of the EMAC. Specific operating procedures are defined in the *EMAC Guidebook & Operating Procedures*.

Pacific Northwest Emergency Management Arrangement (PNEMA)

Idaho is one of the six signatories to the Pacific Northwest Emergency Management Arrangement. The other five signatories are the governments of Alaska, Oregon, Washington, Yukon Territory, and the Province of British Columbia.

The signatories recognize the importance of comprehensive and coordinated civil disaster emergency preparedness, response, and recovery measures for natural and technological disaster emergencies, and for declared and undeclared hostilities, including enemy attack. The members of the arrangement further recognize the benefits of coordinating their separate disaster emergency preparedness, response, and recovery measures with that of contiguous jurisdictions for those emergencies, disasters, or hostilities affecting, or potentially affecting, any one or more of the signatories in the Pacific Northwest.

An advisory committee, the Western Regional Emergency Management Advisory Committee (WREMAC), has been established, which includes the emergency management director from each participating state, province, and territory.

FINANCIAL MANAGEMENT

- A. The Financial Management Support Annex provides guidance for all departments and agencies responding to disaster emergencies under the provisions of this plan. The Financial Management Support Annex ensures that funds are provided expeditiously, and that financial operations are conducted in accordance with appropriate state and federal laws, policies, regulations, and standards.
- B. Due to the nature of most disaster emergency situations, finance operations will often be carried out within compressed time frames, and with other pressures necessitating the use of non-routine procedures. However, that in no way lessens the requirement for sound financial management and accountability.
- C. Financial management of emergency and disaster-related costs is the responsibility of the Governor's Authorized Representative (GAR) and Deputy GAR. The Governor has delegated the GAR responsibilities to the Adjutant General, Chief of the Idaho Bureau of Disaster Services. The Deputy GAR is typically assigned to the Deputy Director of the Idaho Bureau of Disaster Services.

EMERGENCY PUBLIC INFORMATION

The Public Information Officer (PIO) is the conduit for information to the press and public. During disaster emergencies involving state agencies, the PIO coordinates information from all state agencies involved for release to the news media. The PIO may also serve as the primary spokesperson from the Idaho Emergency Operations Center.

Local officials may request PIO assistance from the IDECC/IDEOC when an incident generates an overwhelming amount of media attention. The IDEOP provides Public Information Emergency Response (PIER) teams to assist local officials manage public information. PIER teams are comprised of state agency PIOs that are deployed to support local officials. PIER team support is provided as an Incident Annex of this plan.

The State Joint Information Center (JIC) serves as the means for coordinating state level information activity with the Governor's Office and other response organizations prior to release to the media. The JIC also functions as a 'one-stop-shopping' center where the media can get the most recent official information concerning the disaster and related events. The facility can provide the media with a summary of the disaster situation and the response procedures the state is undertaking in conjunction with federal, local, and private sector organizations. BDS will activate a State JIC near its IDEOC in the event of a large-scale emergency that requires the coordination of information among multiple response organizations. The BDS PIO (or other designated lead PIO) at the JIC will supervise other State PIO staff assigned there.

GOVERNMENT RELATIONS

A government relations liaison will be established to provide information to local elected officials, state legislators, and congressional elected officials. The liaison will provide information, coordinate the dissemination of information, and respond to questions, concerns, and problems raised by their constituents.

Information to be released to legislative offices and constituents will be coordinated among participating state agencies and with local officials, as appropriate, prior to release by the Joint Information Center.

AFTER-ACTION REPORTS

Following state response to a disaster emergency, BDS will coordinate the preparation of an after-action report documenting the state response effort. Within 14 workdays following the termination of a declared disaster emergency, each state agency involved in the response and recovery effort will identify key problems, indicate how they were solved, and make recommendations for improving response and recovery operations in the future.

SITUATION AND ASSUMPTIONS

DISASTER EMERGENCY CONDITIONS AND HAZARDS

- A. The State of Idaho is subject to a number of natural and man-caused hazards that threaten lives and property of its citizens. Table 2 lists the most common hazards that threaten Idaho.
- B. Hazards are superimposed on a matrix with the X-axis divided into two segments: Warning and No Warning. The Y-axis delineates hazards as natural or man-caused (See Table 2 below). The shaded area within each hazard area depicts the relative combinations of conditions that could influence emergency services' ability to provide warning notifications to the general population of the affected area. Definitions for each subdivision are:

Warning – Advance information about a threatening condition is provided or received from a monitoring source, which allows emergency services to deliver additional notifications to the public and implement preventive or protective measures.

No Warning – The occurrence of an event without advance warning.

Natural Hazard occurrences – Events that are a result of a natural phenomenon. (i.e. Mother Nature).

Man-Caused Hazard occurrences – Events created or caused by humans.

C. The list of hazards that threaten Idaho can be divided into four categories:

- **Hazards that do not provide any warning**
Earthquakes occur without warning and result in casualties and widespread damage. This plan assumes that the response capability of the affected jurisdiction(s) will be quickly overwhelmed.
- **Hazards that provide warning**
Flooding (including flash floods), severe weather, and landslides provide warning signs that can be monitored. These hazards can be just as deadly and damaging as hazards that do not provide warning. They can easily overwhelm local jurisdiction response capabilities, but should provide an opportunity to reduce losses if warnings are communicated to the threatened population.
- **Hazards created by man-caused conditions**
Man-caused hazards are the most unpredictable hazards in our state. Man-caused hazards such as hazardous materials and terrorism incidents have the potential to occur at random, unassociated with a specific location or purpose.

Transportation of hazardous materials throughout the state creates a random distribution of potential hazardous materials incidents.

Terrorism and the use of weapons of mass destruction represent the critical mass of man-caused hazards. A person or group of people with the intent to create an atmosphere of fear as a means to achieve their stated objective(s) perpetuates terrorist acts. This plan assumes that a terrorist act targets our citizens, public gatherings, or critical infrastructure in Idaho or within the region.

- **Natural Hazards**
Natural hazards are naturally occurring events created by the forces of nature. The ability to predict natural hazards varies greatly by the specific natural hazards, e.g. winter storms and earthquakes.

• **TABLE 2**

<p>Flood</p>	<p>Wildland Urban Interface Fires</p>	<p>Severe Weather</p>
<p>Hazardous Materials</p>	<p>Earthquake</p>	<p>Terrorism</p>
<p>Land Slides</p>	<p>Dust Storms</p>	<p>Infectious Disease</p>

PLANNING ASSUMPTIONS

- A. Any incident that results in a large number of casualties and/or significant damage to property may result in a request for state assistance to supplement the local jurisdiction's response.
- B. At any time, one or more natural or man-caused hazards can threaten lives and/or property within the state. The first response will most likely originate from the local jurisdiction impacted by the incident. The local jurisdiction providing the first response may be overwhelmed by the magnitude of the incident.
- C. Notification received by BDS of a potential or actual incident that threatens lives and/or property, or a request for state assistance, may result in the BDS Director ordering the activation of the Idaho Emergency Operations Plan (IDEOP).
- D. Any incident that results in a significant loss of local infrastructure will also degrade communications of all types in the area.
- E. Catastrophic disaster emergencies within any of the adjacent states and/or the Canadian provinces of British Columbia or Alberta will have an impact on Idaho's critical infrastructure assets and the economy.

- F. The Chief of the Idaho Bureau of Disaster Services will act for the Governor of Idaho to coordinate the applicable resources of the state in accordance with the Disaster Preparedness Act.
- G. State resources may be made available to state agencies and local governments to cope with disasters affecting any area of the state. Local governments must fully commit their resources and have declared a disaster emergency before requesting state assistance.
- H. Federal assistance will be requested when a response to a disaster emergency exceeds state and local government resources.
- I. Various disaster emergency conditions may result in a state response prior to any involvement of local jurisdictions.
- J. Subdivisions of state government and tribal governments may request assistance through the Idaho Bureau of Disaster Services to supplement a resource capability that was damaged or failed, creating a threat to lives and property.
- K. The escalating threat of terrorism and the use of weapons of mass destruction may create a disaster emergency condition where federal assistance is needed, or even injected into the state. A counter-terrorism operation implemented by federal authorities must be coordinated with the Idaho Bureau of Disaster Services and the Idaho State Police.
- L. The activation and use of any part of the Idaho National Guard to provide assistance, respond, or recover from a disaster emergency requires a Governor's Proclamation of Disaster Emergency. Requests for National Guard assistance are routed through the BDS.
- M. Federal agencies may provide unilateral assistance under their statutory authority to Idaho when it is affected by a disaster emergency, in lieu of a presidential declaration of disaster emergency.
- N. Any catastrophic disaster emergency will result in an implementation of mutual aid assistance through the Emergency Management Assistance Compact.
- O. Any terrorist incident within Idaho will require notification and involvement of the Federal Bureau of Investigation, as well as other federal agencies, to support the local and state government response and recovery operations.

DISASTER EMERGENCY DECLARATION PROCESS

The provisions of this plan are applicable to all disaster emergencies that require a Proclamation of Disaster Emergency by the Governor. State and local disaster emergency activities and requests for disaster emergency assistance will be made in accordance with the following procedures:

City Government

1. Disaster emergency response agencies from city government will respond to a disaster emergency within their corporate limits and coordinate activities in accordance with their standard operating procedures and mutual aid agreements.
2. When a disaster emergency situation is or is likely to be beyond the scope of control of the city, the mayor or city council of an incorporated city may proclaim a disaster emergency. Their proclamation of disaster emergency and any requests for assistance should be forwarded to the county emergency services/management director in an expedient manner, i.e., by voice followed by hard copy.
3. When a local disaster emergency has been proclaimed, the mayor will govern by proclamation, and has the authority to impose all necessary regulations to preserve the peace and order of the city.

Indian Nations/Tribes

Indian nations/tribes located within the state are recognized as sovereign nations. The residents of these Indian nations/tribes are also citizens of the state and county within which they reside.

1. A disaster emergency may occur for which the members of the Indian nation/tribe cannot provide satisfactory resolution.
2. County/state/federal involvement for resolution of the situation requires that the Indian nation/tribe request assistance using the same procedures as any other incorporated community within a county.
3. The Indian nation/tribe will issue a local disaster emergency proclamation to the associated county or counties in which the nation/tribe is located and damage has occurred.
4. Request for county/counties assistance should accompany their disaster emergency proclamation.

County Government

1. Upon receipt of the proclamation of a local disaster emergency from an incorporated city of the county or Indian nation/tribe, the chairman of the board of county commissioners will:
 - Provide available assistance requested to contain the incident (i.e., sheriff, public works, health, etc.);
 - Notify the Idaho Bureau of Disaster Services that a situation exists which may require the proclamation of a county local disaster emergency.
2. In the event a situation exists in the unincorporated portions of the county that may affect lives and property, the county will take necessary measures to bring the situation under control, utilizing all county government resources.
3. If the situation, either in an incorporated or unincorporated portion of the county is beyond the capability and resources of the county to control, the chairman of the board of county commissioners may proclaim a local disaster emergency in accordance with Idaho Code 46-1011.
4. The County Emergency Management Director will notify the Idaho BDS that the county has declared a disaster emergency, and that the county has implemented its Emergency Operations Plan. The notification should also state that the county has committed all available county resources to the response. If state supplemental assistance is needed to assist the county's response effort, the type of assistance should be clearly stated. The declaration and request for state assistance may be provided orally, and then submitted in writing to the Idaho Bureau of Disaster Services.
5. The BDS Director will evaluate the county's request for assistance and brief the Adjutant General and the Governor of the situation.

State Government

1. Upon notification that the county is seeking state assistance, the Governor may proclaim a State of Disaster Emergency and implement all or portions of this plan.
 - The Governor may declare a Disaster Emergency in the absence of a county/local request.
 - Disaster emergency declarations shall indicate the nature of the disaster emergency, the area or areas threatened, the area subject to the proclamation, and the conditions that are causing the disaster emergency.
 - In the event that the Governor is absent or inaccessible, the Lieutenant Governor may issue a Proclamation of Disaster Emergency.

- Upon execution of this plan, the BDS Director will initiate the state response by notifying the appropriate Primary Agencies for the activated Idaho Emergency Support Function. These agencies will take appropriate actions in accordance with this plan and their agency's Standard Operating Procedures (SOPs).
2. If the Governor is considering requesting a federal declaration of disaster from the President of the United States, the BDS Director will coordinate with the appropriate state and local officials to prepare the state's request for federal assistance. At a minimum, the following activities will be coordinated by BDS:
 - Advise the Federal Emergency Management Agency (FEMA) Region Ten Director if the Governor requests or intends to request a Presidential Declaration.
 - Survey the affected areas using local, state, and FEMA representatives, if possible, to determine the extent of private and public damage sustained in the affected areas.
 - Estimate the types and extent of federal disaster assistance required.
 - Consult with the FEMA Regional Director on eligibility for federal disaster assistance.
 3. Only the Governor can originate the request for a Presidential Declaration. The Governor's request must be based upon a finding that the situation is of such severity and magnitude that effective response is beyond the capabilities of the state and the affected local governments, and that federal assistance is necessary. The Governor must furnish information on the extent and nature of state resources that have been or will be used to alleviate the conditions of the disaster emergency. The request must also contain a certification by the Governor that state and local governments will assume all applicable non-federal share of costs required by the Stafford Act. It should also include an estimate of the types and amounts of supplementary federal assistance required. As a prerequisite to a Governor's request for federal assistance, the Governor must take appropriate action under state laws, and direct the activation of this plan.
 4. Requests for National Guard assistance will be forwarded to the BDS Director. The Director will evaluate the request, coordinate with the Adjutant General, and make appropriate recommendations to the Governor, or if the National Guard has previously been activated, relay the request to the National Guard's Joint Command Post.

Federal Government

1. The Federal Emergency Management Agency (FEMA) monitors developing or actual disaster emergency occurrences. Before, during, and after a disaster emergency, the FEMA Region Ten Liaison Officer assigned to Idaho will be in close contact with the BDS Director, as well as with federal agencies having disaster emergency assistance responsibilities and capabilities.
2. The completed request, addressed to the President, is sent to the FEMA Region Ten Director. The Regional Director evaluates the damage and requirements for federal assistance, and makes a recommendation to the Director of FEMA, who recommends a course of action to the President.

CONCEPT OF OPERATIONS

GENERAL

- A. When directed by the Governor, state agencies will take actions to mobilize and deploy resources to assist in life, safety, and property-protection efforts.
- B. In all matters of disaster emergency services, the Adjutant General, Chief of the Idaho Bureau of Disaster Services, shall represent the Governor, and shall on behalf of the Governor, coordinate the activities of all state agencies in mitigation, preparedness, response, and recovery operations.
- C. The Adjutant General has delegated day-to-day operations and coordination responsibilities to the Idaho Bureau of Disaster Services Director.
- D. The BDS maintains and operates the Idaho Emergency Coordination Center (IDECC) and the Idaho Emergency Operations Center (IDEOC) on a day-to-day basis to support disaster emergency notifications and requests for state assistance.
- E. The BDS Operations Section maintains a Duty Officer who is on-call 24-four hours, 7 days-a-week, for immediate response to notification and requests for assistance by federal, state, tribal, and local governments.
- F. Requests for state assistance are directed to the BDS Duty Officer for notifications, processing, and activation of the IDECC and/or IDEOC operations unit.
- G. The determination to activate the IDECC and/or IDEOC is made by the BDS Director or Deputy Director.
- H. Upon activation of the IDECC and/or IDEOC, the Primary Agencies for the IDEOP's 15 Emergency Support Functions (ESF) are notified of the activation and requested to have their agency's disaster emergency coordinator report to the IDEOC in support of operations as defined by this plan.
- I. Agency Emergency Coordinators, assigned to the IDEOC are temporary assignments as operational members of the IDEOC organization.

- J. Agencies have been organized under the 15 ID-ESFs to facilitate the assignment of response assistance. If state response assistance is required under this plan, it will be provided using some or all of the ID-ESFs, as necessary.
- K. Agency missions, organizational structures, response actions, and primary and support agency responsibilities are described in their respective ID-ESFs.
- L. Requests for state assistance will be channeled from city government through county government to the IDEOC. Based on local government's identified requirements, appropriate state response assistance will be provided.
- M. A State Coordinating Officer (SCO), typically the BDS Director, is appointed by the Governor to coordinate state activities. The SCO works with the local emergency management director to identify all response and recovery requirements. The SCO will coordinate public information, legislative liaison, community liaison, outreach, and donation activities.
- N. A Deputy State Coordinating Officer (DSCO) is also appointed by the BDS Director and assigned to coordinate field operations in support of the affected jurisdiction.
- O. Under 46-1006, Idaho Code, the duties of the Governor's Authorized Representative (GAR) are assigned to the Adjutant General, Chief of Idaho Bureau of Disaster Services. A Deputy GAR is also designated and typically is assigned to the BDS Deputy Director.
- P. The majority of disaster emergency response organizations within the state use the Incident Command System (ICS) to manage field operations. State agencies will be prepared to assume an appropriate role with the local government's ICS/Unified Command.

ORGANIZATION

The organization to implement procedures under this plan is composed of state/county/local government and private agencies. The response structure is designed to be flexible to accommodate the response and recovery requirements. State agencies provide support to the local agencies that implement on-scene response and recovery operations.

A. State Response Structure

The State Response Structure is composed (at a minimum) of the following agencies:

- American Red Cross
- Civil Air Patrol
- Commission for the Blind
- Idaho Bureau of Disaster Services
- Idaho Bureau of Hazardous Materials
- Idaho Department of Administration
- Idaho Department of Agriculture

Idaho Department of Commerce
Idaho Department of Corrections
Idaho Department of Education
Idaho Department of Environmental Quality
Idaho Department of Finance
Idaho Department of Fish & Game
Idaho Department of Health & Welfare
Idaho Department of Insurance
Idaho Department of Juvenile Corrections
Idaho Department of Labor
Idaho Department of Lands
Idaho Department of Parks & Recreation
Idaho Department of Water Resources
Idaho District Health Departments
Idaho Division of Building Safety
Idaho Division of Financial Management
Idaho Geological Survey
Idaho Military Division
Idaho National Engineering Environmental Laboratory Oversight Program
Idaho National Guard (Army & Air)
Idaho Public Utilities Commission
Idaho State Board of Education
Idaho State Police
Idaho State Tax Commission
Idaho Transportation Department
Idaho Volunteers Active in Disasters (IDVOAD)
Legislative Services
Office of the Attorney General
Office of the Governor
Office of the State Controller
Office on Aging
State Historic Preservation Commission

B. County Response Structure

The chairman of the board of county commissioners of each county is required to identify a person to head their emergency management agency and provide that person to the Bureau of Disaster Services. Typically, the designated county person is identified as the County Emergency Management Coordinator.

Each county is responsible for disaster emergency management within its jurisdictional boundaries, and will conduct disaster emergency operations according to established County Emergency Operations Plans and procedures. Should a disaster emergency be beyond the response or recovery capabilities of local government, requests for state and/or federal assistance will be made through the IDEOC. Each county designates a location for the County EOC. The county EOCs are staffed with elected officials and senior representatives of county departments and county-level volunteer organizations who will receive disaster emergency information, coordinate tasking of resources, and make population-protection decisions. The county EOCs will be activated and staffed as appropriate for the severity of the situation.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

Under the Disaster Preparedness Act, the Governor may issue executive orders and proclamations of disaster emergency arising from disasters or the imminent threat of occurrence.

Idaho Bureau of Disaster Services will coordinate the cooperative effort of all governmental agencies, including the federal government, this state and its political subdivisions, and provide the necessary direction and control of state personnel and equipment to alleviate suffering and loss resulting from a disaster.

The State Coordinating Officer (SCO) will work with the Federal Coordinating Officer (FCO) and be the principal point of contact regarding state/local activities, implementation of this plan, state compliance with the federal-state agreement and disaster assistance following a Presidential Declaration of Emergency or Major Disaster.

Administration of state and federal disaster assistance for individuals will be in accordance with the approved state of Idaho Administrative Plan for the Individual and Household Program.

Specific actions are assigned to state agencies that may be needed to implement each response function in the plan annex corresponding to that function. Additionally, certain activities may be performed by all state agencies involved in emergency disaster operations, regardless of which functions are activated. These are listed below and in each functional annex. State agencies will:

- Ensure that standard operating procedures (SOPs) are developed, tested, and adequately disseminated for all response activities assigned in the plan.
- Provide personnel to staff the IDEOC when directed to do so by the Governor, The Adjutant General, the BDS Director or their designee; or under conditions for which explicit instructions about when to report are contained in pre-existing plans and/or procedures.
- Attend disaster emergency-related briefings and/or “surge training”¹ sessions.
- Coordinate activities with other participant agencies as needed.
- Set up work area(s) within their respective agency headquarters, be prepared to deploy state resources, report any needs to the IDEOC, and initiate response activities in coordination with the IDEOC.
- Maintain logs of activities, messages, assignments, personnel timesheets, etc.
- Initiate agency personnel notifications and callback actions.

Upon activation of the IDEOP, state agencies will submit daily Situation Reports (SITREPs) to the BDS Director. SITREPs should contain pertinent information regarding response/recovery operations.

Following the conclusion of a Proclamation of Disaster Emergency by the Governor, state agencies will submit an after-action report to the BDS Director. This report will be used to evaluate and improve existing plans and procedures.

PLAN MAINTENANCE, TRAINING, AND EXERCISES

BDS will, in coordination with other state agencies, review this plan annually and revise/update it as needed. Each state agency and local government should review this plan and communicate to BDS any recommended changes to the IDEOP.

BDS will provide training, advice, and technical assistance to state, tribal, county, private, and volunteer agencies.

BDS will coordinate and conduct periodic exercises of this plan.

¹ “Surge training” is training provided during and/or immediately after an emergency or disaster to increase the existing number of trained personnel to levels adequate to meet operational needs.